

Record of Actions and Decisions
Radio Executive Policy Committee
Meeting of October 4, 2010

Attendance

Representative	Alternate	Attendance	Member
Fred Jarrett		Yes	Chair
Rey Arellano		Yes	City of Tacoma
Peter Camp	Bill Ekse	Yes	Snohomish County
Fuzzy Fletcher		No	Snoqualmie Tribe
George Hadley		Yes	Suburban Cities Association
Bill Kehoe		Yes	King County
Alan Komenski		No	Washington State Patrol
Peter Lewis		Yes	Valley Communications Center
John Marchione	Scott Hatfield	Yes	Eastside Public Safety Communications Agency
Kevin Phelps		Yes	Pierce County
Bill Schrier		Yes	City of Seattle
Gael Tarleton		Yes	Port of Seattle
Allan Van Ness		Yes	Suburban Cities Association

Agenda

1. Introductions

- a. Fred Jarrett commented that the REPC meetings would be treated as if they are public meetings for the purpose of attendance with Executive Sessions as necessary.
- b. Committee Members and observers introduced themselves.

2. Minutes from September 1, 2010 Meeting

- a. **Decision:** The Committee unanimously approved the Minutes of the September 1, 2010 meeting with corrections. (D 05-10)

3. Project Web Page

- a. Gael Tarleton suggested the site include relevant procurement information, such as RFPs, contracts, agreements, specifications and similar information.
- b. While most of the web site will be open to the public, one section will be a secure SharePoint portal that will allow Members and staff to securely draft documents.
- c. **Action:** Bill Kehoe will present a demonstration of the web site at the next meeting. (A 04-10)

4. Consultant Contract – Marlin Blizinsky

- a. Marlin Blizinsky explained that the amended Contract price as proposed would increase the Contract Price by \$14,440.80. This includes:
 - i. Deletion of work in Phase 3 not already completed,
 - ii. Reduction in Phase 4 work resulting from decisions regarding voice (P25) and data (LTE) technologies, and
 - iii. Addition of new Phase 7, Recommendations on Extending the Useful Life of Regional Land Mobile Radio System
- b. Consultant has restarted work based on the amended Scope of Work.
- c. **Decision:** Committee unanimously approved Amendment 1 to the Contract. (D 06-10)

5. Charter Statement

- a. **Decision:** Committee unanimously approved Charter Statement, as amended. (D 07-10)

6. Governance White Paper

- a. Committee discussed draft White Paper authored by Gael Tarleton, Kevin Phillips, and Rey Arellano.
- b. Purpose of the Paper is to generate and focus a discussion among Committee Members and to give guidance to the consultant.
- c. **Action:** Authors will make a couple of minor edits.

7. Funding Subcommittee Update

- a. Nothing to report at this meeting.

8. Content of Future Meetings

- a. Members indicated an interest in discussing the following topics in future meetings:
 - i. The points raised in the Governance White Paper especially details regarding representation on the governance committee and subcommittees.
 - ii. Private/public partnerships
 - iii. Legislation applicable to funding the committee's work.

9. Additional Topics from the committee members

- a. Marlin Blizinsky received an e-mail from Puyallup inquiring about joining the group. **ACTION:** Marlin will follow up with them. (A 05-10)
- b. Comment made that we would like to learn from other agencies that have implemented systems and governing bodies such as we are looking at.

Adjournment at 3:22PM

Next meeting November 1, 2010 1:30PM to 3:30PM at SeaTac Airport, Amsterdam Room.

Radio Executive Policy Committee

Decision Log

Subject	Date	Decision Number
The Committee unanimously approved the Minutes of the August 2, 2010 meeting with corrections. In the future minutes will be limited to key decisions and actions.	September 1, 2010	D 01-10
The Committee authorized the Project Steering Committee to approve revisions to the Consultant Contract language consistent with the REPC's decisions.	September 1, 2010	D 02-10
The next meeting will be held on October 4, 2010, from 1:30-3:30 in the Amsterdam Room at SeaTac Airport Passenger Terminal.	September 1, 2010	D 03-10
Meetings will be held on the afternoon of the 1 st Monday of each month until further notice.	September 1, 2010	D 04-10
The Committee unanimously approved the Minutes of the September 1, 2010 meeting with corrections.	October 4, 2010	D 05-10
Committee unanimously approved Amendment 1 to the Contract including increase in Contract Price.	October 4, 2010	D 06-10
Committee unanimously approved the Charter Statement, as amended.	October 4, 2010	D 07-10

Radio Executive Policy Committee

Action Log

Subject	Date	Action Number	Follow-up Date(s)	Follow-up Completed
Marlin will draft and circulate (by September 20 th) a proposed Charter revision incorporating the Committee's discussions. The Committee will discuss and potentially adopt a revised Charter at its next meeting.	September 1, 2010	A 01-10	October 4, 2010	Yes
Rey Arellano, Kevin Phelps, and Gael Tarleton will produce a white paper setting down proposals for governance and operations for a next generation system. The white paper, intended to stir discussion, will be circulated and then talked about at the next REPC meeting. <ul style="list-style-type: none"> Revision will be completed by Rey, Kevin, and Gael. 	September 1, 2010	A 02-10	October 4, 2010 November 1, 2010	Yes
Committee Members will provide Fred with ideas for making the meetings more useful.	September 1, 2010	A 03-10	October 4, 2010	Yes. Closed by discussion at meeting.
Bill Kehoe will present a demonstration of the web site at the next meeting.	October 4, 2010	A 04-10	November 1, 2010	
Marlin will follow-up with Puyallup on membership in the REPC <ul style="list-style-type: none"> Application to join REPC on November 1, 2010 Agenda 	10/4/10	A 05-10	November 1, 2010	